

Minutes: ***Process Standardization Working Group Meeting***

Wednesday, October 25, 2000, 9:00 a.m.
Arizona Public Service – 400 N. 5th St., 2nd Floor, Conference Room 2 South, Phoenix, Arizona

	<i>Topic</i>	<i>Lead</i>	<i>Outcome</i>	<i>Att.</i>
1	Welcome, Intro, Sign-In	Stacy Aguayo	Stacey Aguayo welcomed members to the meeting. Participants introduced themselves. Committee members signed the attendance sheet. The following handouts were provided to the group: two handouts from TEP containing its positions on issues, a proposed TEP Equipment Purchase Authorization (EPA) form, a copy of the metering portion of the master issues list, a draft copy of the Arizona Proposed Best Practice document, a handout from SRP providing its positions on issues, a UDC proposal for the EPA (includes a draft EPA form and a Meter Data Communication Request (MDCR) form), and a draft Metering Equipment Purchase Order from APS.	1
2	Review Minutes from Subcommittee Meeting (9/27/2000)	Stacy Aguayo	Minutes from the September 27, 2000 subcommittee meeting were reviewed and approved with no changes.	
3	Discuss issues related to the use of external recorders	Stacy Aguayo	APS indicated they are still considering their position and they will work with the ESPs to address issues as they come up.	
4	Discuss issues related to when the meter is out of the socket (Issue #35)	Stacy Aguayo	For when a customer is going back from DA to standard offer service the UDCs presented the following wording: "At the discretion of the UDC the meter exchange will either take place or they will back off the job and contact the ESP for coordination of work and notification. If the UDCs back off the job the normal rescheduling requirement via the MDCR will apply." This issue is set as pending resolution for the next metering meeting.	
5	Discuss Equipment Purchase Authorization form	Stacy Aguayo	<p>The group discussed the question of when a customer goes from direct access to bundled service and the UDC goes out to make a switch and the equipment that the UDC does not own is damaged. The group discussed the question of safety. The group discussed that there are existing rules and standards the UDCs currently apply when out in the field. When there is a purchase of equipment there could be additional complications.</p> <p>The group went through the UDC proposal for the EPA and discussed it. The group made several changes to the draft EPA form. The group discussed use of the EPA form for both the initial switch to DA and for the switch back to standard offer service. Several changes were made to the form to make it bidirectional. The form will be standard with the exception of the disclaimer which will be prepared by the equipment owner. The disclaimers will be dealt with by the UDCs and other parties outside the PSWG process. The group noted that before parties do business they will need to consider one another's disclaimers. In cases where a customer is returning from DA to standard offer service and customer owned equipment is involved, the customer's disclaimer will be handled on a case by case basis.</p> <p>The EPA proposal will be discussed at the next PSWG metering meeting and will be discussed to see if there is consensus among the group.</p>	

6	Discuss the question of whether a standard offer customer can own a meter (Issue #88)	Stacy Aguayo	<p>This issue was referred to Staff for input. Prior to this metering meeting Staff had sent an e-mail to the PSWG, asking for further input from PSWG members on this issue. APSES provided the group with its position paper on this issue. The group agreed that this issue should be put on the agenda for the next PSWG policy meeting. The question was raised as to whether a rule change is required to allow a standard offer customer to own a meter. APSES went through its position paper. The issue of having an approved list of meters was discussed and whether such a list would be statewide or utility by utility. The group also discussed whether there would or should be a meter credit for a standard offer customer who would own their meter. APSES noted that California allows standard offer customers to own their meter. In California the customer owned meter must be on the list of approved meters or the UDC wont provide standard offer service to the customer. Citizens Utilities provided the group with its position paper on this issue. The UDCs expressed concerns over possible administrative and other difficulties. APSES indicated it was concerned about a customer incurring additional costs if they are not allowed to own their meter under standard offer service. A question was also raised as to whether the customer could own other meter-related equipment. Another question was if a customer moves to a different UDC's service territory, what happens to the customer owned meter. Citizens Utilities discussed its position paper. The main question at this point is whether the rules allow a standard offer customer to own their meter. Staff will further discuss this issue and will report to the group at the next PSWG policy meeting on November 1, 2000.</p>
7	Review of draft UDC business rule comparison for direct access to bundled service	Stacy Aguayo	<p>The group went through the draft UDC business rule comparison for direct access to bundled service, noting the areas where it has been changed. The group noted that references to ESP processes were being removed because the group is dealing with UDC processes. However, these references to ESP processes will be tracked elsewhere, in case these issues are raised in the future. The UDCs present at the meeting identified whether they would purchase/transfer ownership of non UDC owned equipment in the field. Some UDCs indicated that this is still under review.</p> <p>TEP provided its position on removal of non-UDC owned external devices. Other UDCs indicated that they would report back on this issue. The issue of how UDCs handle a customer requested disconnect for UDC or ESP will be referred to the PSWG policy group. Citizens and the cooperatives will review the latest draft of this document and provide input on their business rules.</p> <p>A handout was provided by New West Energy giving its proposal for returning direct access customers to bundled service. Janie Mollen (New West) discussed the proposal. New West emphasized that the customer returning to standard offer service should be treated the same as a new UDC customer and that there needs to be some timeframe within which the switch would take place. The UDCs expressed a concern about setting a specific number of days within which the switch would take place, due to the fluctuations in workload and possible overload. This issue will be put on the next metering meeting agenda. The UDCs will review this issue and be ready to discuss it at the next meeting.</p>
8	Review metering issues list	Stacy Aguayo	The group reviewed the metering portion of the master issues list and updated the status of metering issues.
9	Items for Next Meeting (agenda)	Stacy Aguayo	The agenda for the next meeting was created.
10	Feedback of Meeting from Subcommittee	Stacy Aguayo	Participants gave feedback about the meeting.

11 Adjourn Meeting

Stacy
Aguayo

The meeting was adjourned.

ARIZONA PROCESS STANDARDIZATION WORKING GROUP
Metering Systems and Meter Reading Subcommittee
October 25, 2000 Attendance List

Subcommittee Meeting Attendees	Organization
Aguayo, Stacey	Arizona Public Service
Brown, Debbie	Salt River Project
Cobb, Anne	Trico Electric Cooperative
Gillooly, Tony	Tucson Electric Power
Gray, Bob	Arizona Corporation Commission
Greenrock, June	Salt River Project
Grove, Ken	APS Energy Services
Molina, Rick	Tucson Electric Power
Nuszloch, Larry	Salt River Project
Pichoff, Darrel	K.R. Saline and Associates
Ross, Mike	R.W. Beck
Schenk, Jenine	Arizona Public Service
Slechta, Eugene	Salt River Project
Smith, Al	Sulphur Springs Valley Electric Cooperative
Taylor, Paul	R.W. Beck

Agenda:
Metering Systems and Meter Reading Subcommittee Meeting

November 15, 2000, 9:00 a.m. - 4:00 p.m.
Arizona Public Service – 400 N. 5th St., 2nd Floor, Conference Room 2 North, Phoenix, Arizona

	Topic	Lead	Anticipated Outcome	Att.
1	Welcome, Introductions, Sign-In, Review Ground Rules	Stacy Aguayo	Chair will deliver opening remarks. Subcommittee members will sign the attendance sheet and introduce themselves. Chair will review ground rules with the group.	
2	Review minutes from the prior meeting (October 25, 2000)	Stacy Aguayo	The group will review the minutes from the previous meeting and suggest revisions as needed.	
3	Discuss the proposed New West Energy timeframe for returning direct access customers to bundled service	Stacy Aguayo	The group will discuss the proposed New West Energy timeframe for returning direct access customers to bundled service. The UDCs will provide their responses on this issue.	
4	Discuss Equipment Purchase Authorization (EPA) form	Stacy Aguayo	The group will discuss the UDC EPA proposal and the group will work to reach consensus on this issue.	
5	Review data element document for direct access to bundled service switch	Stacy Aguayo	The group will begin working on the data elements for the Process #2, customer switch back from direct access to bundled service.	
6	Discuss issues related to when the meter is out of the socket (Issue #35)		The group will discuss whether there is consensus on the following wording for when a customer is going back from DA to standard offer service the UDCs presented the following wording: "At the discretion of the UDC the meter exchange will either take place or they will back off the job and contact the ESP for coordination of work and notification. If the UDCs back off the job the normal rescheduling requirement via the MDCR will apply."	
7	Review of draft UDC business rule comparison for direct access to bundled service	Stacy Aguayo	The group will discuss the UDC business rule comparison for direct access to bundled service.	
8	Identify items to refer to the Policy Meeting	Stacy Aguayo	The group will identify items to refer to the next Policy Meeting.	
9	Review of Metering Issues List	Stacy Aguayo	The group will review the metering issues list.	
10	Items for Next Meeting (Agenda)	Stacy Aguayo	The agenda for the next meeting will be developed.	
11	Feedback on meeting from Subcommittee	Stacy Aguayo	Subcommittee members will give their opinions on the meeting.	

12 Adjourn Meeting

Stacy
Aguayo

The meeting will be adjourned.